



## AGENDA

### FY08 Homeland Security Application Preparation Workshop

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**8:30am – 9:00am**

#### **Registration**

**9:00am – 9:15am**

#### **Welcome and Introductions**

- OHS Staff, Contact Information
- Attendees, Self Introduction

**9:15am – 10:30am**

#### **Overview**

- California Supplement to the Federal Guidelines
- Program Changes
- Eligible Applicants, Application, Award and Performance Timelines
- Common Terms - Discipline/Solution Area/Funding Sources

**10:30am – 10:45am**

#### **Break**

**10:45am – 11:45am**

#### **Details**

- Application Forms
  - Investment Justifications, Demonstration of Need for Projects
  - Grant Management Capacity, Performance Milestones
  - Performance Consequences

**11:45am-1:00pm**

#### **Lunch (On Your Own)**

**1:00pm – 1:30pm**

#### **OHS Training Information**

**1:30pm – 2:00pm**

#### **OHS Exercise/Portal Information**

**2:00pm – 2:30pm**

#### **Application Forms**

- Financial Mgt Forms Workbook
  - Cover Sheets
  - Program Ledger
  - Grant Mgt Roster
  - Planning Roster
  - Equipment Inventory Ledger & RKB Website

**2:30pm – 2:45pm**

#### **Break**

**2:45pm – 4:00pm**

#### **Application Forms**

- Financial Mgt Forms Workbook
  - Training Roster
  - Exercise Roster
  - Authorized Agents Signature Pages
- Closing Remarks